

# **Kansas Department of Labor, Division of Workers Compensation**



## **Kansas EDI Release 3 Guide for Reporting First (FROI) and Subsequent (SROI) Reports of Injury**

**October 16, 2012 EDITION**

Participation in the Kansas Division of Workers Compensation (KDWC) Electronic Data Interchange or EDI program requires adherence to all applicable reporting and KDWC data quality requirements set out in this Implementation Guide.

Participation in the KDWC EDI program is mandatory. Beginning in April 2013, implementation of these new requirements for trading partners will begin using a tiered or phased approach. After implementation, KDWC will no longer accept the current K-WC 1101-A paper form and closed claims study reports until further notice.

## **EDI Trading Partner Process**

A trading partner is a term used to designate the entity responsible for submitting EDI reports to the Kansas Division of Workers Compensation (KDWC). All of the Trading Partner Application and Agreement Documents must be completed before any files are submitted. Trading Partners must complete these forms immediately so that the KDWC EDI Coordinator can reserve an appropriate place in the testing and implementation schedule. Once the Trading Partner Agreement and Profile have been received, the Kansas EDI Coordinator will make contact to develop and agree upon a testing and implementation plan and schedule.

In preparation for testing, Trading Partners will need to review the Kansas EDI Data Requirements and Claim Events for reporting and determine changes that will need to be made in order to comply with the new standard. Testing requires that test transactions come from “actual” Kansas workers compensation claims that originate from your source system. This test data must be transmitted to KDWC through whatever reporting and “sending” systems used once approved to send “production” or live data is sent.

## **Testing**

The objective of testing with KDWC is to ascertain the Trading Partner’s technical and business reporting competence. This includes the ability to meet the International Association of Industrial Accident Boards and Commissions (IAIABC) Release 3 approved record format requirements and the use of an approved data transport method.

If an organization or vendor uses an approved data transport method and have demonstrated EDI competency in other IAIABC EDI jurisdictions reporting the Release 3 claims standard then the EDI Coordinator will advise that testing requirements have been reduced accordingly.

The KDWC EDI Coordinator must be contacted and the proper documentation on file prior to sending of any test transaction(s) by a potential Trading Partner. The test plan will be created by the KDWC EDI Coordinator. There are six steps in the KDWC testing process, as follows:

1. Pre-testing Requirements
  - Completing the Trading Partner Agreements and Documentation (link given above)
2. Technical Capability Test
  - Insure that the Trading Partner has a system that is compatible.
3. Business Content Test File (First Reports of Injury)

- Test to insure that the format is compatible for First Reports of Injury.
- 4. Kansas Test Completion (First Reports of Injury)
  - Complete the testing, with completed First Reports of Injury sent.
- 5. Business Content Test File (Subsequent Reports of Injury)
  - Test to insure that the format is compatible for Subsequent Reports of Injury.
- 6. Kansas Test Completion (Subsequent Reports of Injury)
  - Complete the testing, with completed Subsequent Reports of Injury sent.

## **Kansas EDI Release 3 Claims Reporting Requirements**

The following sections describe the specific EDI reporting requirements starting with the regulatory claim reports, or claim events. Please read the description of the specific requirement table before reviewing the tables that follow.

### **1. EDI Reports and Claim Events**

Use of FROI Event table, SROI Event table and Periodic Event table: The Kansas Claim Event Tables provide information to assist in planning, managing, and/or full automation of a trading partner's EDI reporting process. For each reporting event, it relates EDI technical information to the business circumstances under which they are initiated. A separate table is provided for FROI, SROI and periodic reports. Each row represents a single type of regulatory claim report and is presented in a fourteen-column table format which includes Claim Event MTC, Claim Event Name and other information such as report triggers and reporting timeframes.

Please see the IAIBC Release 3 Guide describing how to read and use this table.

### **2. Data Element Requirements for FROI and SROI reports**

**Use of FROI and SROI Element Requirement tables:** For both FROI and SROI reports and for each maintenance type code (MTC or report type), the element requirement table identifies the level of requirement for each data element, by assignment of a requirement code, and, by implication, indicates whether data edits will be applied. A data-element's requirement code can vary depending on the MTC.

Data-element requirements are coded as follows:

- 1) **'F'** (fatal): essential for transaction (report) to be successfully processed, and thus, data of valid format must always been provided, and data edits will be applied.
- 2) **'FC'** (fatal conditional): Only applicable for MTC '02' (change report) and select SROI elements, element must be populated with previously reported value, if the segment has ever been reported on the claim. Data within the respective segment can be

changed, but not for the element itself coded 'FC'. If data of element(s) within the segment has changed, these changes must be sent via an MTC '02', if another MTC doesn't apply.

- 3) **'FY'**: Only applicable for MTC '02' (change report), and essential for transaction (report) to be successfully processed, but changes to the data of these elements are allowed.
- 4) **'IA'** (if applicable/available): If data is applicable to the claim or is available, data of valid format must be provided, and data edits may be applied.
- 5) **'M'** (mandatory): data of valid format must always be provided, and data edits will be applied.
- 6) **'MC'** (mandatory conditional): data of valid format must be provided, if conditions, as described in the respective conditional requirements table, are met, and data edits will be applied.
- 7) **'N'** (no): Only applicable for MTC '02' (change report), no changes to the data allowed.
- 8) **'NA'** (not applicable): data not applicable, but data of valid format may be sent, and no data edits will be applied.
- 9) **'X'** (exclude): data not applicable to respective MTC, but may be sent, but no data edits will be applied.
- 10) **'Y'** (yes-change): Only applicable for MTC '02' (change report), changes to the value of the data element filed in a prior report is allowed. Those data elements coded 'M' for all FROI or all SROI maintenance type codes also become mandatory for an '02' (change) report.
- 11) **'YC'** (Yes-Change/Conditional): Only applicable for MTC '02' (change report) and select SROI elements, data for these elements should be changed, under the following conditions:
  - a. *Payments* segment and related DN0293 Lump Sum Payment/Settlement Code (if applicable): If erroneous data was previously provided for Payments segment, prior PY should have also been submitted.
  - b. Benefit Payment Issue Date (DN0192): Erroneous date previously reported.
- 12) **'\$'**: Only applicable for MTC 'CO' (correction report), the data requirement is the same as that of the respective element on the MTC being corrected.

### **3. FROI and SROI Conditional Requirements tables**

Use of FROI and SROI Conditional Requirements Tables: For each data element coded 'MC' on the element requirement tables, the conditional requirements tables describe the condition(s) (business and technical) that must be satisfied, before the respective element is considered mandatory. The technical condition(s) is the data-system logical equivalent of the corresponding business condition(s). Where multiple conditions exist, either one or more, or all of the conditions must be met, before the requirement for that element becomes mandatory. Where multiple conditions are joined only by 'OR,' only one of the conditions must be met, before the requirement for that element becomes mandatory. In contrast, where multiple conditions are connected only by 'AND,' all such conditions must be met, before the requirement for that element becomes mandatory. Even if all of the requisite conditions are not met, and thus, the element is not then mandatory, data for that element may still be sent, and if sent, will be edited for valid format.

### **4. Event Benefits Segment Requirement Table**

Use of Event Benefits Segment Requirement Table: The SROI Element Requirement Table contains a series of elements referred to as the Event Benefits Segment. The requirements for these data elements are described in a separate table, the Event Benefits Segment Element Requirement table. Unlike the format used for the FROI- and SROI element requirement tables, the requirements for these data elements are not only MTC-specific but also depend on a subset of the codes for Benefit Type Code (DN0085), i.e., all of the non-lump-sum-payment-settlement codes.

### **5. EDI Edit tables**

EDI Edit tables include the Transaction Sequencing table, the Error Message table, the Valid Values table, the Match Data table, and the Population Restrictions table.

#### **Transaction Sequence table**

Use of Transaction Sequencing table: This table provides the KDWC MTC sequencing. The table conveys to the trading partner the sequencing rules that clarify how KDOL will apply Edit 063 – Invalid Event Sequence. With respect to acquired claims, KDWC requires the filing of an AU before and AP so that a unique agency claim number (DN0005) can be acknowledged back to the trading partner for the filing of subsequent claims.

#### **Error message table**

Use of DN Error Message table: All of the possible error messages that could be shown on each particular DN element are shown on the DN Error message table. This table contains all suggested IAIABC error messages and the ones chosen by the Kansas jurisdiction. These error messages that are potentially available for each DN element are represented with an 'L' and lined up with the corresponding error messages which are shown along the top of the table. Not all of these DN elements will have the edits (that result in error messages) applied to them. In 'Jurisdiction will apply edits?' column, if there is a 'Y' or 'F' then all available error messages will be possible for that DN element; if there is an 'N' then there will never be an error message sent on that element (they are also grayed out). The 'Population Restrictions Indicator' column shows with a 'P' those DN elements that have a population restriction, and in turn more possible error messages.

### **Valid values table**

Use of Valid Values table: KS EDI R3 Valid Values Requirements table shows code values for DN elements that will be accepted as valid code value by the Kansas jurisdiction. All available IAIABC values are represented in the table below, with those that are grayed out being ones that the Kansas jurisdiction does not accept (not statutorily valid). For instance, on DN 0270 (Employer ID Type Qualifier) only the code values 'A' and 'S' are acceptable; 'E', 'G', and 'P' are not accepted (not statutorily valid). Also, certain DN element codes are not captured; these are ones that are 'NA' (Not Applicable) in FROI or SROI Element Requirements Tables. See 'Capture?' column, which flags each DN element as 'Y' (Yes) or 'N' (No), to discover if a code value is required to be reported by the Kansas jurisdiction. Those that are not captured by Kansas jurisdiction will not cause the sending of a report to fail, information given will simply not be used. Refer back to this table if those reporting are unsure if a DN element code is required, and if there are any restrictions on which code values are reported.

### **Match data table**

Use of Match Data table: The KS EDI Claims R3 Match Data Table below lists those data elements that are used to identify a transaction as a new claim to be created or to match the incoming transaction to an existing claim to check for duplication or to update data. Elements used for matching data are differentially ranked according to importance which also dictates the order in which they will be applied in checking for uniqueness. Specifically, these elements are ranked as either primary or secondary match-data elements. The uniqueness of an incoming transaction is first assessed by comparing the value of each incoming primary match-data element to that which exists in the KS EDI Claims R3 database. If the respective values of at least one of these primary match-data elements do not match, then the values of the secondary match-data elements are compared to determine uniqueness or sameness. Refer to the Match Data Rules in the instructions.

Match-data elements can only be changed on an MTC 02 (Change) transaction, and for the same MTC 02 transaction, only one match-data element can be changed at a time. If more than one match-data element is changed on the same MTC 02 (Change) transaction, Error message 117 ("Match data value not consistent with value previously reported") will be returned resulting

in a TR (Transaction Rejected) acknowledgment. Note: Data elements within the 'Transaction Grouping' are not applicable to the MTC 02 (Change) transaction.

### **Population restrictions table**

Use of Population Restrictions table: The KS EDI R3 Population Restrictions Table relates directly to the KS EDI R3 DN Error Message Table. This table shows restrictions on certain DN Elements, and the corresponding error message that will follow if error occurs. For instance, if on DN 0074 (Claim Type Code) an 'M' (Medical Only) is selected as the type code, it will be flagged as an error number 058 (Code/ID Invalid). The message sender will receive back is "M' ('medical only') and 'B' (became medical only') claims are not reportable in KS". If there are any questions as far as what an error message means and what is an acceptable code or value for DN in question, refer back to this table for guidance.